Meeting Minutes
Saco Energy & Sustainability Committee
November 29, 2016

Present: Howard Carter, Alex Mouzas, Rick Millard, James Ferguson, Jackie McDonough, Joe Hirsch, Pat Fox, Charlie Cotsis, Eric Cote, Andrew Goldberg, Bruce Cote, Bill Mann, Mike Garrity, Nathan Johnston

Wind Turbine Decision Update
- Howard Carter emailed to Nathan Johnston the wind turbine schematics and operational data
- Nathan Johnston has sent a few emails to wind turbine vendors and plans to have more information by the next committee meeting in December

Natural Gas Expansion Update
- Update given by Pat Fox
- Unitil has installed about seventy natural gas meters and about thirty thousand feet of natural gas line in 2016
- The 2017 Unitil work plan includes about fifteen thousand feet of natural gas line that will run down Main Street, beginning at Beach Street and ending at Smith Lane near Thornton Academy
- Also included in the 2017 Unitil work plan are side streets between Spring Street and Elm Street as well as Middle Street off of Beach Street which will give natural gas access to C.K. Burns School
- The 2018 Unitil work plan includes about ten thousand feet of natural gas line that will run down Main Street, beginning at Smith Lane and ending at Ocean Park Road
- Unitil has considered the Targeted Area Build-Out (TAB) program in Saco a success
- Under the TAB program, customers located in specifically defined geographic areas of Saco will pay a monthly TAB surcharge for a ten-year period rather than a larger, upfront contribution in aid of construction payment

Police Department Heating System Update
- Update given by Bruce Cote
- Copies of oil and electricity bills for the past two years have been sent over to CDM Smith to conduct a facility survey to determine if the police department should switch to natural gas
- Bruce Cote recently contacted CDM Smith and was informed that the associate working on the facility survey has left the company
- The police department doesn’t plan on upgrading the heating system until the spring, they would like the facility survey report from CDM Smith by January 2017
- Currently, there are no urgent heating system maintenance issues at the police department

Mini Split Installation at the Fire Department
- Did not address at this meeting

Building LED Conversion Update
- Update given by Pat Fox
- LED lighting has been installed at the transfer station
- Joe Hirsch said all of the outside LED wall packs have been installed at parks and recreation
- Mike Garrity mentioned that the school department has a scissor lift that could be helpful for installing lights around the city, just need a trailer to move it
Sustainability Plan
- Update given by Bill Mann
- Hired Southern Maine Planning and Development Commission (SMPDC) to assist in the preparation of the comprehensive plan
- Would like to have the sustainability plan included in the comprehensive plan
- Utility build out will be included in the comprehensive plan
- Rick Millard thinks the comprehensive plan is a tremendous asset to the city, he believes the plan will assist departments in making dollar decisions as well as prepare for expansion and adjustments
- Half of the existing topic areas in the comprehensive plan are to be updated in the next six to eight months and the remainder will be completed after the summer
- Bill Mann thinks the comprehensive plan should be updated more often
- Rick Millard thinks there should be a section in the comprehensive plan that is focused on infrastructure, more emphasis on public works
- The comprehensive plan update committee meets the first and third Thursday of each month from 5-7pm

Municipally Owned Street Lights
- Update given by Pat Fox
- A second LED street lighting conversion vendor has contacted Pat Fox
- Falmouth, Biddeford and South Portland are all working with RealTerm Energy
- Falmouth has five hundred and ninety five street lights that cost them $300,000 to purchase from CMP, by owning the street lights they now have annual savings on their electricity bill of $54,000
- Saco is currently leasing 1,600 street lights from CMP and spends $260,000 a year on street lighting
- Street lights can be purchased from CMP in sections, would need to have upfront cash of $300,000-$800,000
- Portland has an RFP that opened in November for the conversion of city street lights to LED fixtures & transfer of ownership from utility to municipality, they currently spend $952,000 a year on their street lighting
- Life span of replacement LED units is 15-18 years, just have to replace bulbs not fixtures
- Once the city obtains ownership of the street lights they need to make a decision as to what level of contracted maintenance service they would prefer
- Contracted maintenance service plans range from eighty cents a pole per month to two dollars a pole per month
- Andrew Goldberg said the city should look to see which roads are under lit and over lit
- Howard Carter said the city could possibly use some energy money or undesignated fund for LED street lighting conversion, would need to consider by January or February before budget, council should consider RFP

Action Items
- Pat Fox to email the committee links and/or put together a PowerPoint presentation regarding municipally owned street lights
- Make sure Bob Hamblen is changing ordinance to put LED lights in sub divisions

Next meeting December 20, 2016